

**EFFECTIVE**

July 1, 2018.

**Subject(s)**

1. Unlicensed child care providers now called license exempt-related or license exempt-unrelated child care providers.
2. Five license exempt provider types.
3. New background clearances and fingerprint requirements.
4. New annual health and safety coaching visit requirement.
5. BEM 704 reorganized.
6. Criminal history.
7. Definitions added, updated or clarified.

**1) License Exempt-Related and License Exempt-Unrelated**

**BAM 300, BEM 230C, BEM 233A, BEM 702, BEM 703, BEM 704, BEM 705, BEM 706, BEM 707, BPG**

Unlicensed child care providers are now called license exempt-related or license exempt-unrelated child care providers.

*Reason:* Reauthorization.

**2) License Exempt****BEM 704**

There are now five license exempt child care provider types enrolled by the Michigan Department of Education (MDE):

- License exempt-tribal.
- License exempt-military.
- License exempt-parent on site.
- License exempt-related.
- License exempt-unrelated.

**Note:** Each provider type is fully defined in BEM 704.

*Reason:* Reauthorization, clarification.

### 3) New Background Checks and Fingerprint Requirement

#### **BEM 704**

License exempt-unrelated child care providers and license exempt-parent on site child care providers (including parent on site staff), are subject to all the following background check clearances:

- Child Abuse and Neglect Central Registry.
- ICHAT (Internet Criminal History Access Tool).
- OTIS (Offender Tracking Information Service).
- PSOR (Public Sex Offender Registry).

**Note:** The following additional clearances are new to the Child Development and Care (CDC) program and require fingerprint submission.

- Michigan State Police (MSP) Criminal History Records.
- FBI Identity History Summary.
- NCIC (National Crime Information Center) NSOR (National Sex Offender Registry).
- Inter-state clearances for criminal history, sex offender, and child abuse and neglect.

*Reason:* Reauthorization.

### 4) Health and Safety Coaching Visits

#### **BEM 704, BEM 706**

A license exempt-unrelated child care provider must provide care where the child(ren) lives. An annual health and safety coaching visit at this location is required. The provider assignment to the child(ren) will end if the annual visit is not completed.

An annual health and safety visit is required for a license exempt-parent on site provider. Failure to comply with this requirement will result in the child care provider being ineligible to receive CDC payment.

*Reason:* Reauthorization.

## 5) BEM 704 Reorganized

### BEM 704

Due to the large number of changes in the July 2018 Bridges policy release, the contents of BEM 704 have been reorganized.

Major content change or new information is indicated (in published policy) by a change bar along on the right side of a section.

**Note:** Major changes are also included in this bulletin.

*Reason:* Clarification.

## 6) Criminal History

### BEM 705

In accordance with reauthorization, the child care provider crime codes have been updated. This policy item has been edited to reflect changes to the crime codes and criminal background checks.

*Reason:* Reauthorization.

## 7) Glossary

### BPG

Definition added, updated or clarified.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[BAM 300](#)  
[BEM 230C](#)  
[BEM 233A](#)  
[BEM 702](#)  
[BEM 703](#)  
[BEM 704](#)  
[BEM 705](#)  
[BEM 706](#)  
[BEM 707](#)  
[BPG GLOSSARY](#)